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MINUTES OF DEPUTY DIRECTOR (SUPPORT)

STAFF MEETING

16 November 1955

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1. The meeting was opened by Colonel White who called upon [REDACTED] to present the first item of business. [REDACTED] stated that he was pleased to have the opportunity to provide the DD/S Staff with a brief program concerning Incentive Awards. He proceeded to introduce members of his own staff, Messrs. [REDACTED] 25X1A who are responsible for the Agency Incentive Awards Program. In turn, Mr. [REDACTED] introduced guest speaker Mr. Bernard Rosen, Director of the Incentive Awards Program of the Civil Service Commission.

Mr. Rosen gave a very interesting and informative talk on the Government-wide Incentive Awards Program. The Government program was compared with similar efforts on the part of business and industry, and then a brief resume of the progress of the Federal program since its revision in November of 1954 was presented. Mr. Rosen offered numerous statistics and examples of increased employee participation in Government sponsored Incentive Awards programs during the past year which attest their value. He noted that marked quantitative expansion of these programs involving a much greater volume of employee suggestions had not adversely affected the quality of suggestions. In general, one out of every four employee suggestions are found acceptable and these suggestions have resulted in dollar savings in the millions as well as marked improvement of many aspects of management. One phase of these programs, namely awards in recognition of superior performance, was singled out as an area requiring specific attention. Top management of Government was cited as being particularly concerned over a general failure to recognize and appropriately reward employees for superior performance.

Following a brief question and answer period concerning the general subject, Colonel White concluded this portion of the meeting with an expression of appreciation to the speaker for his excellent presentation.

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2. Colonel White stated that [REDACTED] Chairman of the DD/P Materiel Board, had expressed an interest in briefing him on the activities of this Board. Colonel White assumed that numerous DD/S office heads would be interested in such a briefing and, accordingly, [REDACTED] has been invited to describe the activities of this Board at the 23 November DD/S Staff Meeting. Office heads were invited to bring with them to this meeting an additional office representative if they so desired.

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3. Colonel White noted that the Director had approved a response to the House Post Office and Civil Service sub-committee which is fostering a 10% reduction in Government manpower. The sub-committee is being advised that the Director has appointed a select committee to study this matter and report to him in the near future. This is the committee chaired by the Inspector General and composed of two representatives per each Deputy Director. The DD/S committee representatives, [REDACTED] will be in touch with each office head shortly. Colonel White briefly described the approach which will be made to each office by these representatives and requested for them the full cooperation of all office heads.

4. Colonel White advised that the CIA Career Council had approved the Personnel Assignment and Promotion Policy paper with but a few minor changes. In commenting upon the substance of the paper, he noted that it provides for very necessary flexibility in assignments, and supports the promotion of best qualified employees within a given Career Service irrespective of the specifics of job occupancy. It is incumbent upon Career Service heads to take full advantage of the provisions of these new policies in support of purposeful career development.

5. There being no further business, the meeting was adjourned.

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